

March 22, 1993

**NOTICE OF WATERMASTER TRAINING AND
WATER DISTRICT MANAGEMENT WORKSHOP**

The Department of Water Resources has scheduled several workshop sessions for watermasters and interested Idaho water district water users and officials. Dates and locations of the sessions are shown below. A tentative agenda of topics is attached. All watermasters must attend one of the sessions. A watermaster handbook has been completed and will be distributed at each session. Attendance at a workshop along with receipt and session review of the handbook will provide watermaster certification. Watermasters who did not attend a 1992 training session and fail to attend a 1993 session are at risk of not being appointed by the Department.

April 1, 1993	Salmon, Idaho 8:30 - 4:30 Salmon Valley Center, City Hall 200 Main St.
April 6, 1993 *	Pocatello, Idaho 8:30 - 4:30 Heritage Room (Third Floor) Pond Student Union Building Idaho State University 1055 South 8th St.
April 8, 1993 *	Boise, Idaho 8:30 - 4:30 Room D (First Floor) Division of Environmental Quality 1410 N. Hilton

* See additional instructions or information on attached agenda

Each of the above sites will accommodate about 30 people or more. We also encourage attendance of water district secretaries, treasurers and/or advisory committee members but suggest that each district limit attendance to the watermaster and no more than two additional members. Note that we have not added a fourth workshop session in the Twin Falls-Burley area this year. We hope that those of you in these areas can attend either the Pocatello or Boise workshops. If there is enough interest, we can consider adding a fourth session somewhere in our Southern Regional area. A copy of this letter has been sent to each watermaster and district secretary. We ask that secretaries notify other interested district members.

Sincerely,


Tim Luke

Water Allocations

cc: Regions

WATERMASTER TRAINING
1993 TENTATIVE AGENDA

Sessions 1 thru 7 plan to be held in the morning from 8:30 a.m. to about 12:30 p.m. with breaks. Sessions 8 and 9 will be held in the afternoon from 1:30 p.m. until about 4:30 p.m.

- | TOPIC | SPEAKER |
|---|-----------------------|
| 1. Welcome & Introduction | Regional Mgr. or Rep. |
| 2. Idaho Water Districts
- organization, annual meetings,
watermaster election and appointment,
advisory committee and resolutions etc. | |
| 3. Watermaster Duties I
- basic role & responsibilities | |
| 4. Watermaster Duties II
- Discussion from watermaster's perspective | Guest Watermaster |
| 5. Water Right Terminology & Discussion | |
| 6. Water Distribution | |
| 7. Water District Reports and Budgets
- Annual reports, daily record keeping,
budgets, audits & assesments
- Personal Computer Reports Demonstration | |
| LUNCH (on your own) | |
| 8. Water Measurement
- Importance of measurement
- measurement examples & video | |
| 9. Practical Application of Water Measurement
- Afternoon field session, look at weir sites
and review current metering. | |

Additional Info: Pocatello: ISU will be on spring break April 6 and thus parking should be less competitive. Parking is available in visitor lot south of the Student Union Building. Visitor parking costs 2.00 per day using parking meters. Call ISU at 236-2297 for further information or directions if needed.

Boise: DEQ Building is the large brick and green roof building located behind the Department of Water Resources State Office. Recommend finding IDWR office and then driving behind IDWR building. Parking is in back or side of IDWR office. IDWR office address is 1301 N. Orchard and located near Orchard & Fairview Ave. Call 327-7900 for further instructions if needed.